

  
CITY ATTORNEY'S OFFICE

## OAKLAND CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_ C.M.S.

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**RESOLUTION RECOMMENDING TO THE CIVIL SERVICE BOARD  
THE EXEMPTION OF THE CLASSIFICATION OF PROCUREMENT  
AND CONTRACTS ADMINISTRATOR FROM THE OPERATION OF  
CIVIL SERVICE**

**WHEREAS**, the Oakland City Charter Section 902(f) requires that City Council recommend positions for exemption from Civil Service prior to Civil Service Board approval of such exemption; and

**WHEREAS**, the Procurement and Contracts Administrator is recommended for exemption from Civil Service due to its placement in the organization, lines of authority, reporting relationships within the department, as well as the position's duties, pay grade, and independence of action; and

**WHEREAS**, the Procurement and Contracts Administrator is an expert level classification in various aspects of contract administration and purchasing operations, possessing advanced credentials, functioning as a consultant to department heads, the City Administrator, and professional and management staff; and

**WHEREAS**, the Procurement and Contracts Administrator is a management level position with overall responsibility for contract and purchasing operations staff that is required to utilize a high degree of independence in carrying out the goals and objectives of the City Administrator and City Council; the scope of responsibilities is broad and complex, and the individual in the classification must deal with challenging, sensitive, and confidential matters; and

**WHEREAS**, the incumbent in the Procurement and Contracts Administrator position is expected to exercise considerable discretion in carrying out the City's mission for which there is a high consequence of error; now, therefore, be it

**RESOLVED:** That the City Council of Oakland hereby recommends to the Civil Service Board that the classification of Procurement and Contracts Administrator be exempted from the requirements of civil service; and be it

**FURTHER RESOLVED:** That the Civil Service Board is hereby requested to approve such exemption.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - BROWN, FIFE, GALLO, HOUSTON, RAMACHANDRAN, UNGER, WANG, AND  
PRESIDENT JENKINS

NOES –

ABSENT –

ABSTENTION –

ATTEST: \_\_\_\_\_

ASHA REED  
City Clerk and Clerk of the Council of the  
City of Oakland, California

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